

FACILITIES MAINTENANCE AND ENGINEERING
GENERAL SPECIFICATION FOR
AS-BUILT DRAWING REQUIREMENTS FOR CONTRACTORS

NATIONAL CANCER INSTITUTE AT FREDERICK
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Revision	Date	Reason for Revision	By	Checked	Approved
0		Initial Issue			

CONTRACTOR RESPONSIBILITIES - AS-BUILT REQUIREMENTS

The Contractor shall keep, at the construction site, a complete set of full size prints. The prints are the “issued for construction” drawings which have been accepted and signed by the Science Applications International Corporation (SAIC). During construction, these prints shall be marked to show all the approved deviations from the construction drawings. The color red shall be used to indicate all additions and green to indicate all deletions. The drawings shall show the following information but not be limited thereto:

- (a) The locations and description of any utility lines and other installations of any kind or other descriptions known to exist within the construction area. The location includes dimensions to permanent features.
- (b) The locations and dimension of any changes within the building or structure, and the accurate location and dimension of all underground utilities and facilities.
- (c) Correct grade or alignment of roads, structures, and utilities if any changes were made from contract drawings.
- (d) Correct elevations if changes were made in site grading from the contract plans.
- (e) Changes in details of design or additional information obtained from working drawings specified to be prepared and/or furnished by the Contractor including, but not limited to, fabrication erection, installation, and placing details, pipe sizes, insulation material, dimensions of equipment foundations, etc.
- (f) The topography and grades of all drainage installed or affected as part of the project construction.
- (g) All changes or modifications from the original design and from the final inspection.
- (h) Where contract drawings or specifications allow options, only the option actually used in the construction shall be shown on the as-built drawings. The option not used shall be crossed out.

These deviations shall be shown in the same general detail utilized in the issued for construction drawings. Marking of the prints shall be pursued continuously during construction to keep them up to date. In addition, the Contractor shall maintain full size marked-up drawings, survey notes, and sketches. This information shall be maintained in a current condition at all times until the completion of the work. The resulting field-marked prints and data shall be referred to and marked as “As-Built Field Data”, and shall be used for no other purpose. They shall be made available for inspection by the Contracting Officer’s technical representative whenever requested during construction and shall be jointly inspected for accuracy and completeness by the Contracting Officer’s technical representative and a responsible representative of the Contractor prior to submission of each monthly pay estimate. Failure to keep the As-Built Field Data current shall be sufficient justification to withhold a retained percentage from the monthly progress payment.

SUBMITTAL OF THE AS-BUILT FIELD DATA

The As-Built Field Data shall be submitted to the Contracting Officer’s technical representative, for review and approval, a minimum of 20 calendar days prior to the date of final inspection. If review of the preliminary as-built drawings reveals errors and/or omissions, the drawings shall be returned to the Contractor for corrections. The Contractor shall make all corrections and return the drawings to the Contracting Officer’s technical representative within 10 calendar days of receipt.

When specifically directed by the SAIC Construction Contracts department, the As-Built Field Data shall be submitted directly to the Architect Engineer for incorporation of the As-Built Field Data into the final As-Built drawing.